

Nicholas Gueterman
9013 Kimblehunt Drive
Laytonsville, MD 20882

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To Whom It May Concern:

I am a graduating senior at Damascus High School. This fall I will be studying architecture at Syracuse University where I received the school's Founders Scholarship. I am looking for a job with a local architecture firm this summer.

I would love the opportunity to work in the field before going away to school. Although I lack formal education in this field, I have a comprehensive knowledge of architectural history and took a three-week course "Introduction to Architecture" last summer at the University of Maryland.

I will be happy to work in any capacity at a firm this summer.

Sincerely,

Nicholas Gueterman.

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9013 Kimblehunt Drive
Laytonsville MD 20882
Phone: (301)-391-6888
Email: NRGcaddy@hotmail.com

OBJECTIVE: To work in the field of architecture

AWARDS AND HONORS

Eagle Scout
National Honor Society
Nora Lynch Award for English Excellence
Founder: Model UN at Damascus High School

QUALIFICATIONS

I have no formal training yet but I am willing to work hard in any capacity. Working through Boy Scouts up to the rank of Eagle, I learned the skills necessary to complete any task. Reliability, determination, and perseverance all have helped me to get far in both Scouting and school. I am proficient in several computer programs such as Microsoft Word, Excel, and Power Point.

EDUCATION

1999-2003 Damascus High School
2002 University of Maryland Summer Program: Introduction to Architecture